



# SSE Blocked File Type Guide

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## Introduction and Purpose

The purpose of the ***SSE Blocked File Type Guide*** is to define the State-wide list of file types which will be blocked for the Shared Services Email offering. In addition, it provides the procedures for agencies to block additional file types at their discretion.

In order to provide a consistent approach to blocked file types within the SSE environment the list of file types in Appendix A was developed. The list of blocked file types will be blocked by the ScanMail software installed on the Exchange Hub Transport servers. Blocking at this level will provide a consistent user experience for the standard blocked file types.

To provide flexibility for agencies that have the desire to block additional file types, template scripts are provided to add the additional file types to the Outlook Blocked file types list.

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## SSE Blocked File Types

ade	Access Project Extension
adp	Access Project
app	Executable Application
asp	Active Server Page
bas	BASIC Source Code
bat	Batch Processing
cer	Internet Security Certificate File
cmd	Command File for Windows
cnt	Help file index
com	Command
cpl	Windows Control Panel Extension
crt	Certificate File
csb	csb Script
der	DER Encoded X509 Certificate File
exe	Executable File
fxp	FoxPro Compiled Source
gadget	Windows Vista gadget
grp	Windows program group file
hlp	Windows Help File
hpj	Project file used to create Windows Help File
hta	Hypertext Application
inf	Information or Setup File
ins	IIS Internet Communications Settings
isp	IIS Internet Service Provider Settings
its	Internet Document Set, Internet Translation
jar	JAVA archive file
js	JavaScript Source Code
jse	JScript Encoded Script File
ksh	UNIX Shell Script
lnk	Windows Shortcut File
mad	Access Module Shortcut
maf	Access
mag	Access Diagram Shortcut
mam	Access Macro Shortcut
maq	Access Query Shortcut
mar	Access Report Shortcut
mas	Access Stored Procedures
mat	Access Table Shortcut
mau	Media Attachment Unit
mav	Access View Shortcut
maw	Access Data Access Page
mcf	Manifest configuration file
mda	Access Add-in, MDA Access 2 Workgroup
mdb	Access Application, MDB Access Database
mde	Access MDE Database File
mdt	Access Add-in Data
mdw	Access Workgroup Information
mdz	Access Wizard Template
msc	MMC Snap-in Control File
msh	Microsoft Shell

msh1	Microsoft Shell
msh2	Microsoft Shell
mshxml	Microsoft Shell
msh1xml	Microsoft Shell
msh2xml	Microsoft Shell
msi	Windows Installer File
msh	Windows Installer Update
mst	Windows SDK Setup Transform Script
ops	Office Profile Settings File
osd	Appl. virtualized with MS SoftGrid Sequencer
pcd	Visual Test
pif	Windows Program Information File
pl	PERL Program File
plg	Developer Studio Build Log
plx	Executable Perl Script
prf	Windows System File
prg	Program File
ps1	Windows PowerShell
ps1xml	Windows PowerShell
ps2	Windows PowerShell
ps2xml	Windows PowerShell
psc1	Windows PowerShell
psc2	Windows PowerShell
pst	Outlook Personal Folder File
reg	Windows Registry Data File
scf	Windows Explorer Command
scr	Windows Screen Saver
sct	Windows Script Component
shb	Windows Shortcut into a Document
shs	Shell Scrap Object File
tmp	Temporary File/Folder
url	Internet Location
vb	VBScript File or Any VisualBasic Source
vbe	VBScript Encoded Script File
vbp	Visual Basic project file
vbs	VBScript File, VB for Applications Script
vsamcs	Visual Studio .NET Binary-based Macro Project
vsw	Visio Workspace File
ws	Windows Script File
wsc	Windows Script Component
wsf	Windows Script File
wsh	Windows Script Host Settings File
xnk	Exchange Public Folder Shortcut

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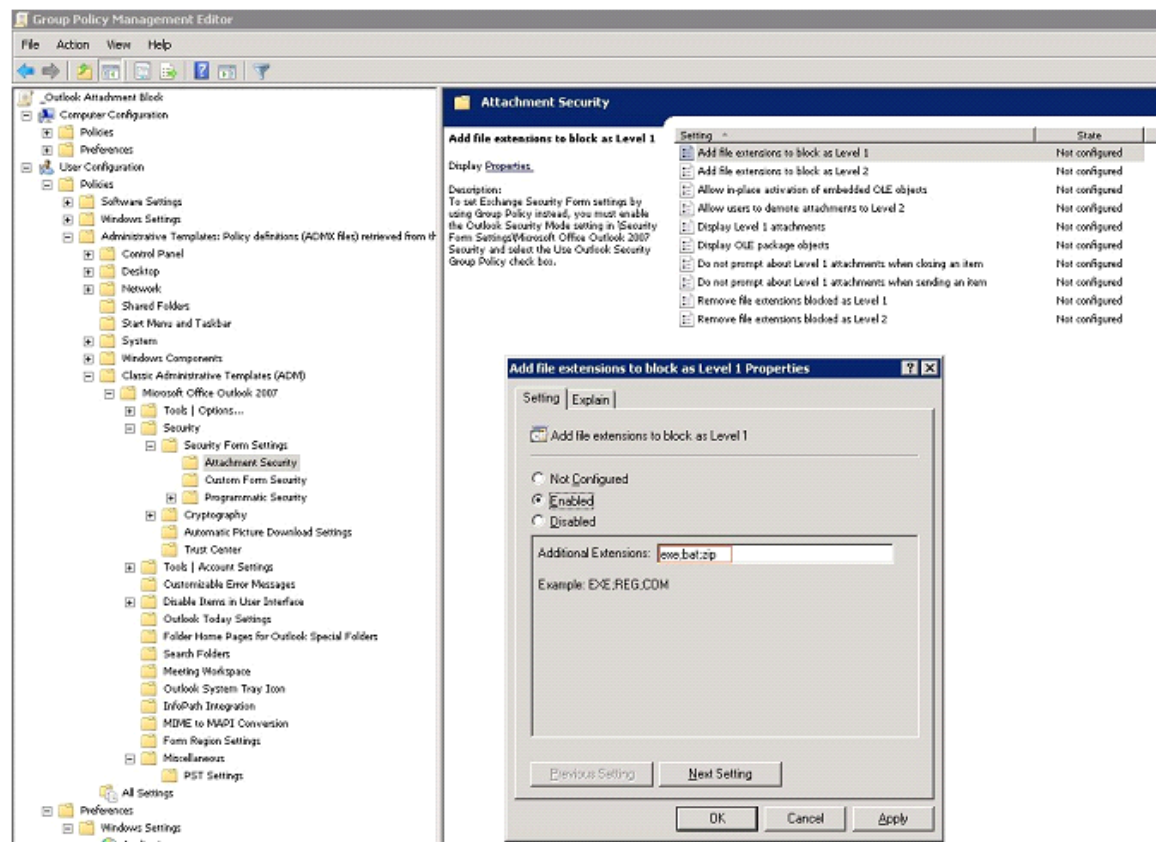
## Instructions for Blocking Additional File Types

The following instructions show the process for agencies to add additional blocked file types to their Outlook clients. The instructions are for Outlook 2007 and the process will be similar for Outlook 2010. Following the instructions are links to Microsoft technical articles which may be of interest.

1. Download and run the Outlook 2007 administrative templates from <http://www.microsoft.com/download/en/details.aspx?displaylang=en&id=22666>
2. Create a new group policy, right click on "Administrative Templates" from "User configuration/Policies/Administrative Templates", per screenshot below:



3. Once the Outlook template is created, open "Add file extensions to block as Level 1" from the location in the screenshot below
4. Under the "Additional Extension" text box, add all the extensions to block, separated with a semicolon.



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**Supporting articles:**

**How to configure Outlook to block additional attachment file name extensions**

<http://support.microsoft.com/kb/837388>

**How administrator and user security settings interact in Outlook 2007**

[http://technet.microsoft.com/en-us/library/cc179028\(office.12\).aspx](http://technet.microsoft.com/en-us/library/cc179028(office.12).aspx)

**Customize attachment settings in Outlook 2007**

[http://technet.microsoft.com/en-us/library/cc178961\(office.12\).aspx](http://technet.microsoft.com/en-us/library/cc178961(office.12).aspx)

**Download Outlook 2007 Administrative Templates**

<http://www.microsoft.com/download/en/details.aspx?displaylang=en&id=22666>

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## **Maintenance**

The list of blocked file types will be reviewed annually or on release of significant upgrades to the SSE environment. The results of the review and recommended changes will be shared with the ETAG prior to adoption.

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